



CODE OF CONDUCT

EXPRESSING VIEWS IN INTERNET OR SOCIAL MEDIA

EMPLOYEES SHOULD BE RESPONSIBLE , WELL-INFORMED & PERCEPTIVE WHILE EXPRESSING THEIR VIEWS IN INTERNET SITES / SOCIAL MEDIA

| | | |
|--|---|--|
| Do not promote or enlist in any group/ community which uses the name or logo of SBI unless such group is expressly created or permitted by the Bank. | Do not create any profile by using any ID otherwise than his/her real name. Social network profile should be created in real name only. | Do not express anything that may damage the reputation of the bank or any of its employees. |
| Do not post or upload any remarks / views which may be defamatory, indecent, abusive, or derogatory to the Bank or its officials / employees in their official capacity. | Do not criticise the management of the Bank or the business processes or strategies of the Bank or policies of the Bank. | Do not discuss or disclose any content related to any colleagues, competitors, customers, suppliers or other third parties including their personal details without their prior consent. |
| Do not post, upload or share any such information which may result into breach of intellectual property rights. | Do not use the name State Bank of India or SBI while expressing any views, unless authorised. | Do not collude with Bank's competitors or employees and canvass for any donation or third-party marketing /business promotional activities/ affairs. |
| Do not express any view about the Bank's working /business /any of its officials unless with prior written approval from controller. | Do not express/ forward any views or opinion on behalf of the Bank or by using his/ her official position in the Bank unless with prior written approval from controller. | Do not publish/ forward any official information/ circulars/ documents etc. which constitute record of the Bank, without prior approval from the controller. |
| Do not link from personal sites to any State Bank-hosted websites, blogs, or social media sites, including business sites written by employees. | Do not write about, comment on, or answer questions regarding any legal matter involving State Bank of India. | Do not post or upload any link to chain mail or junk mail on social media. |
| Do use social media sites judiciously in personal capacity and be personally responsible for the content he or she posts in any form. | Use of social media & websites during office hours should complement the role assigned and not interfere with office duties. | Do not expect privacy while using the State Bank's blogs, social media sites or Internet system. |

DO REMEMBER THAT EVERY EMPLOYEE SHALL BE PERSONALLY RESPONSIBLE FOR THE CONTENT HE OR SHE PUBLISHES / FORWARDS IN ANY FORM ON SOCIAL MEDIA

OUR VISION

Be the Bank of Choice for a Transforming India

OUR MISSION

Committed to Providing Simple, Responsive and Innovative Financial Solutions

OUR VALUES

S T E P S
Service | Transparency | Ethics
Politeness | Sustainability

Ethics & Business Conduct Department, Corporate Centre

Talk Ethics: Walk Ethics